

MAIN MENU

- FILES** Makes Files Sub menu available to manipulate whole datafiles or load the Create/Edit Form module
- RECORDS** Makes Records Sub menu available to enter, delete, update, calculate, retrieve, print and re-index records
- REPORTS** Makes Reports Sub menu available to output lists or labels to printer or AtariWriter*

FILES SUB-MENU

- OPEN** Load a stored datafile with its index and form. Close opened files before new ones are opened. File disk must be opened from drive 1.
- CLOSE** Close active datafile with its index.
- COPY** Copy a datafile to a new file. Can use same disk or different disk.
- SUBFILE** Search a portion of a file and copy to a new datafile. From FILES select file by moving cursor and return. Extracts records or portions by search criteria and writes to destination file. Follow prompts.
- MERGE** Combine datafiles with similar fields. New fields can be added and some can be ignored. When merging A to B only fields named in B will remain.
- RENAME** Changes the name of an existing file in drive one only.
- FORMAT** Formats a disk for data entry. CAUTION - also erases all files from disk. Formats disks in drive 1 only.
- DELETE** Erases a file from the disk in drive 1.
- DENSITY** Select density of drive(s), all must be of same density. Note 1050 is not Atari III.
- DIF - SYNFILE** Converts DIF file to SYNFILE+ file
- SYNFILE+ - DIF** Converts SYNFILE+ file to DIF file

DATA INTERCHANGE FORMAT

- DIF to SYNFILE+** From FILES sub menu select DIF to SynFile+ and follow prompts
- SYNFILE+ to SYNCALC, VISICALC & SYNTREND** See your user manuals from these programs
- SYNFILE+ to DIF** From FILES sub menu select SynFile+ to DIF and follow prompts. In a one drive system the source and destination disk must be different

KEYBOARD TEMPLATE

SynFile+
800 and XL Series

CAPACITIES

- FIELDS/RECORD** 1-66
- FORM SIZE** 1-31 characters
- VALID CHARACTERS** All ASCII except "-" and "y".
- RECORDS/FILE** Limited by RAM and index length.

DISKS/FILE 1-16

- SORTS** 1-6 fields depending on length and number of index fields selected. Can be re-defined any time. Each field can be selected only once.
- SEARCHES** 1 to 16 fields as search criteria but not more than 255 characters. Wild cards: X*, *X, *X*. Ranges: > greater than or = to, < less than or = to

REPORTS SUB-MENU

- LISTS** Produces columnar report of data
- LABELS** Produces labels or other formats limited to 80 columns by 21 lines.
 - Trailing " " (comma) prints a comma and a space and drops trailing spaces in a field.
 - Trailing " < " prints space and drops trailing spaces in field

SynFile+ to AtariWriter

- TEXT MERGE** Reports in list or label form can pass as a text file in AtariWriter. In AtariWriter where you want the file type **OPTION L** "On-Filename.TXT" **RETURN**

TERMS

- FIELD** Segments of a record.
- FILE** Collection of data records.
- FORM** Blank form for your data input.
- FORMATTING** Setting up disk for data entry (erases all from disk).
- INDEX** Key fields for sorting the datafile.
- RECORD** A filled in data form.

RECORDS SUB-MENU

- RETRIEVE** Call up records selected by search criteria:
 - < less than or = to
 - > greater than or = to
 - * not equal to
 - "string" ending with string
 - "string" beginning with string
 - "string" contains string within datafield
 - Exact Match retrieves match
 - No Entry calls up all records
 - START next record
 - OPTION to print, delete or calculate displayed record
 - ENTER Add data to a blank data form.
- UPDATE ALL** Makes specific changes on records that meet search criteria.

- DELETE ALL** Deletes records that match search criteria.
- RE-INDEX** Establishes new index fields and lengths, select "DONE" to exit

FIELD TYPES and SPECIFICATIONS

- TEXT** Literal entries of characters
- NUMERIC** Numbers, numbers with decimal- 9-10 to 97th power to +9-10 to 97th power).
- CUMULATIVE** Keeps a running total of values from other fields. Update by pressing OPTION
- LOOKUP** Entries are validated by comparison to a table you create. During entry to reference table press ☒ or ☐ key.
- DOLLAR** Accepts numbers and decimals and displays them as dollars and cents. ex. \$123.45
- RECORD** An ascending number 1 in the first record on up to limit of 32767

DATE

- DATE** Date in mm/dd/yy format.
- INTEGER** Accepts whole numbers only in a range of -32767 to +32767.
- COUNTER** Ascending number you specify starting value (from 0 to 999) and increment (from 1 to 100).
- CONDITIONAL** This field will contain a text entry based on a conditions you define from another field. Examples would be debit and credit profit and loss etc.

COMPUTED

- This field will give the results of a formula you define based on the contents of other fields. Computations can use:
 - + addition
 - subtraction
 - * multiplication
 - / division
 - ABS(fieldname) absolute value of field
 - SQR(fieldname) square root of field
 - LOG(fieldname) log of field value
 - LOG10(fieldname) log in base 10 of field value
 - EXP(fieldname) e raised to the value of the field as a power
 - EXP10(fieldname) 10 raised to the value of the field as a power

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